

Rochester, N.Y.

May 24, 1897.

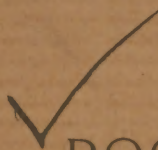
COLL. CAT

Rm. "6 C" 6-6

WX
28
AN 6
R5 C 5

BY-LAWS AND RULES

OF THE



ROCHESTER

CITY HOSPITAL

1896

ACTS OF INCORPORATION,
BY-LAWS AND RULES
OF THE
ROCHESTER CITY HOSPITAL

AMENDED AUGUST, 1896.

ROCHESTER, N. Y.:
THE POST EXPRESS PRINT.
1896.

BOARD OF DIRECTORS OF THE ROCHESTER CITY HOSPITAL.

S. J. ARNOLD,
WILLIAM BARTHOLOMAY,
J. J. BAUSCH,
JAMES BRACKETT,
H. G. DANFORTH,
CHARLES P. FORD,
W. H. GORSLINE,
JOHN GREENWOOD,
A. S. HAMILTON,
HENRY S. HANFORD,
MAX LANDSBERG,

C. C. MORSE,
W. W. MUMFORD,
ERICKSON PERKINS,
GILMAN H. PERKINS,
D. W. POWERS,
L. P. ROSS,
RUFUS A. SIBLEY,
SAMUEL SLOAN,
SAMUEL WILDER,
JULIUS M. WILE,

<i>President,</i>	- - - -	RUFUS A. SIBLEY.
<i>Vice-President,</i>	- - -	ERICKSON PERKINS.
<i>Secretary and Treasurer,</i>	-	HENRY S. HANFORD.

Executive Committee :

JULIUS M. WILE, <i>Chairman,</i>	W. W. MUMFORD, <i>Secretary,</i>
CHARLES P. FORD,	ERICKSON PERKINS,
H. G. DANFORTH.	

BOARD OF MANAGERS OF THE ROCHESTER CITY HOSPITAL.

MRS. MYRON ADAMS,
MRS. F. P. ALLEN,
MRS. CHARLES H. ANGEL,
MRS. JOHN H. BREWSTER,
MRS. L. S. CHAPIN,
MRS. OSCAR CRAIG,
MRS. ALLEN J. CUMING,
MRS. H. G. DANFORTH,
MRS. A. S. HAMILTON,
MRS. JAMES C. HART,
MRS. RUDOLPH HOFHEINZ,

MRS. WILLIAM E. HOYT,
MRS. H. F. HUNTINGTON,
MRS. MAX LANDSBERG,
MRS. E. S. MARTIN,
MRS. H. H. MORSE,
MISS A. S. MUMFORD,
MRS. WILLIAM H. PERKINS,
MRS. HENRY F. SMITH,
MRS. HENRY L. SMITH,
MISS CLARA WILDER,
MRS. H. B. WILLIS.

<i>President,</i>	- - -	MISS A. S. MUMFORD.
<i>First Vice-President,</i>	-	MRS. OSCAR CRAIG.
<i>Second Vice-President,</i>	-	MRS. ARTHUR ROBINSON.
<i>Treasurer,</i>	- - -	MRS. WILLIAM H. PERKINS.
<i>Assistant Treasurer,</i>	- -	MRS. H. G. DANFORTH.
<i>Recording Secretary,</i>	-	MRS. H. F. HUNTINGTON.
<i>Corresponding Secretary,</i>	-	MRS. WILLIAM E. HOYT.

Executive Committee :

MISS A. S. MUMFORD,
MRS. WILLIAM H. PERKINS,
MRS. H. H. MORSE,

MRS. J. H. BREWSTER,
MRS. OSCAR CRAIG,
MRS. MAX LANDSBERG.

CONSULTING STAFF.

C. E. RIDER,

E. V. STODDARD.

STAFF.

Medical.

W. S. ELY,

C. A. DEWEY,

E. W. MULLIGAN.

Surgical.

D. LITTLE, J. W. WHITBECK, J. J. KEMPE, H. T. WILLIAMS.

Ophthalmologist, - - - - W. RIDER.

Orthopedist, - - - - L. A. WEIGEL.

Dermatologist, - - - - J. L. ROSEBOOM.

Neurologist, - - - - E. B. ANGELL.

JUNIOR STAFF.

Assistants in the House.

S. W. LITTLE, H. S. DURAND, C. D. YOUNG, D. G. HASTINGS.

Assistants in Out-Patient Department.

F. A. MANDEVILLE, L. W. ROSE, A. W. HENCKELL,

R. L. CARSON, C. A. HUBER, N. W. SOBLE,

R. G. COOK, W. D. BECKER, J. W. McCAULEY,

J. A. STAPLETON, H. B. CARPENTER.

Superintendent of the Hospital, - MISS SOPHIA F. PALMER.

House Officers.

A. W. THOMAS, W. T. MULLIGAN,

R. L. STODDARD, R. B. GAMBLE.

Assist. Superintendent of the Training School, MISS MARION DOYLE.

ROCHESTER CITY HOSPITAL.

ACT OF INCORPORATION.

AN ACT to incorporate the Rochester City Hospital. Passed May 7, 1847. (Laws of the State of New York, seventieth session, Chap. 233.)

The people of the State of New York, represented in Senate and Assembly, do enact as follows :

ARTICLE 1. John B. Elwood, William Pitkin, Isaac Hills, Thomas H. Rochester, Patrick Kearney, Frederick Starr, Ralph Lester, Edward M. Moore, John Williams, Elijah F. Smith, and David R. Barton, and such other persons as they shall associate with themselves, as hereinafter provided, are hereby constituted a Body Corporate, by the name of "The Rochester City Hospital," for the purpose of establishing and maintaining a public hospital in the city of Rochester.

ART. 2. The affairs of said corporation shall be managed and conducted by a Board of Directors, comprising all the members of said corporation ; and seven directors shall be a quorum for the transaction of business.

ART. 3. The Board of Directors shall have power to appoint, from their number, a president, vice-president, treasurer, secretary, executive committee, and such other officers as they may, from time to time, deem necessary, and to fix their terms of office and prescribe their duties.

ART. 4. The persons named in the first section are hereby declared to be the first Board of Directors ; the Board of Directors, or a quorum of their number convened as a Board, shall have the power to augment their number by electing other persons to the office of director, and to fill all vacancies in said office which may occur by death, resignation, or otherwise ; but the whole number of directors shall not at any time exceed fifty.

ART. 5. The corporation hereby created may receive, take, and hold, as well by devise or bequest as otherwise, any real estate or personal property for the uses and purposes contemplated by this act, whether the same be devised, bequeathed, or conveyed directly to said corporation or to the Board of Directors, or to any other person or persons for the use or benefit of said corporation, provided, however, that the annual value of the real estate held by said corporation shall not exceed ten thousand dollars.

ART. 6. The said corporation shall possess the general powers conferred by, and be subject to, the provisions and

restrictions of the third title of the eighteenth chapter of the first part of the Revised Statutes.

ART. 7. It shall be the duty of the Board of Directors to make an annual report to the legislature on or before the first day of February, in each year, showing the number of patients received into said institution during the year previous to the first day of the preceding January, distinguishing indigent from paying patients, the nature of their several diseases, the length of their respective residence in the Hospital, and the results of their treatment, the nature and value of the property of the corporation, its resources and pecuniary condition, together with all such particulars as may be necessary to exhibit the condition and operation of the Hospital.

At a meeting of the "Body Corporate," before mentioned, held in the mayor's office June 11, 1847, the following-named gentlemen were added to the Board of Directors: Hon. L. A. Ward, John H. Thompson, Hon. Jonathan Child, Aristarchus Champion, Everard Peck, James Webster, M. D., William Brewster, Jared Newell, Alex. Kelsey, H. F. Montgomery, M. D., Hon. Jacob Gould, and F. F. Backus, M. D.

AMENDMENT TO THE ACT OF INCORPORATION.

CHAPTER 547.

AN ACT to amend chapter two hundred and thirty-three of the laws of 1847, entitled "An act to incorporate the Rochester City Hospital." Passed June 18, 1881.

SECTION 1. Section one of chapter two hundred and thirty-three of the laws of eighteen hundred and forty-seven, entitled "An act to incorporate the Rochester City Hospital," is hereby amended so as to read as follows:

SEC. 1. John B. Elwood, William Pitkin, Isaac Hills, Thomas H. Rochester, Patrick Kearney, Frederick Starr, Ralph Lester, Edward M. Moore, John Williams, Elijah F. Smith, and David R. Barton, and such other persons as they shall associate with themselves, as hereinafter provided, are hereby constituted a Body Corporate, by the name of "The Rochester City Hospital," for the purpose of establishing and maintaining a public hospital in the city of Rochester and organizing a training school for educating nurses, to whom diplomas may be granted when properly educated and qualified. And said Corporation may receive gifts, grants, devises, and bequests; which at the will of the donor are limited to the uses and purposes of such training school.

SEC. 2. This act shall take effect immediately.

BY-LAWS

OF THE

BOARD OF DIRECTORS.

OFFICERS.

ARTICLE 1. The officers of the Board of Directors shall consist of a president, a vice-president, a secretary, and a treasurer, who shall be elected by the Board at its annual meeting, and shall hold their offices respectively for one year, and until their successors shall be chosen. All vacancies in these offices may be filled by the Board at any regular or special meeting.

ART. 2. The President shall preside at all meetings of the Board and shall be ex-officio a member of all standing committees. In case of his death, absence or disability, the Vice-President shall discharge his duties.

ART. 3. The Secretary shall keep the minutes of the proceedings of the Board in a book kept for that purpose, shall file and preserve all papers appertaining to the business of the Board, and perform such other duties as the Board may from time to time direct. To these minutes and files any member of the Board may, at all reasonable times, have access.

ART. 4. The Treasurer shall have the custody of the endowment fund, all gifts and bequests relating thereto, the securities of the Hospital, and of all other funds forming a part of the permanent endowment of the Hospital. He shall receive all payments for interest on such funds and securities, and pay them over as directed by the Board. He shall keep an accurate account of all moneys received and disbursed, and present a report at the annual meeting. He shall prepare and forward the annual report to the State Board of Charities, as required by law.

MEETINGS.

ART. 5. The annual meeting of the Board shall be held on the third Thursday of January in each year, at such time and

place as may be designated, and quarterly meetings thereafter on the third Thursdays of April, July, and October in each year.

ART. 6. Special meetings of the Board shall be called by the Secretary at any time by direction of the President, or on the request of any two directors, the object of the meeting being specified in the notice.

COMMITTEES.

EXECUTIVE COMMITTEE.

ART. 7. An Executive Committee to consist of five members shall be elected at each annual meeting to hold office for one year, and until others are elected in their places. Vacancies in this committee may be filled by the Board at any regular or special meeting.

ART. 8. The Executive Committee shall possess the powers of the Board during the recess of the Board; shall be subject to such regulations or instructions as the Board may, from time to time, impose, and shall report their proceedings to the Board at each regular meeting.

AUDITING COMMITTEE.

ART. 9. At the annual meeting of the Board in each year, an Auditing Committee, consisting of three members of the Board, shall be appointed by the President to examine the accounts of the Treasurer of the Board, and of the Treasurer of the Board of Managers, for the ensuing year, and to report at the next annual meeting.

COMMITTEE ON NOMINATIONS.

ART. 10. At the annual meeting of the Board in each year a committee consisting of three members of the Board shall be appointed by the President, to which shall be referred all nominations for membership.

COMMITTEE ON INVENTORY.

ART. 11. At the annual meeting of the Board in each year a committee, consisting of three members of the Board, shall be appointed by the President, to which shall be referred, during the ensuing year, all inventories of the effects of the Hospital required to be made by the rules, and it shall be its duty to report thereon at each annual meeting.

COMMITTEE ON INVESTMENTS.

ART. 12. At the annual meeting of the Board in each year, the President shall appoint one member of the Board to act

with the Treasurer and himself as an Investment Committee for the ensuing year. It shall be the duty of such committee to pass upon all proposed investments of the funds of the Hospital.

THE BOARD OF MANAGERS.

ART. 13. The general oversight and control of the domestic arrangements of the Hospital shall be vested in a board composed of women who shall make such by-laws for their government, and such rules and regulations for the management of the Hospital as they shall, from time to time, determine consistent with the rules and regulations established by this Board. Such rules shall be reported to this Board at any regular or special meeting. The Treasurer of the Board of Managers shall receive and disburse all moneys not provided for in Article 4 of these By-Laws.

MEDICAL AND SURGICAL STAFF.

ART. 14. The Medical and Surgical Staff of the hospital shall consist of three or more physicians and three or more surgeons, appointed annually by the Board of Directors. It shall elect its own President and Secretary, make rules for its government and keep a record of its actions.

JUNIOR STAFF.

ART. 15. There shall be also a Junior Staff, which shall consist of as many assistant physicians and surgeons as may be required for the work in the Hospital and in the out-patient department connected therewith.

ART. 16. The Staff shall each year, and on or before the second Thursday in January, hand in to the Secretary of the Board of Directors, a list of names of reputable physicians and surgeons, from which list, at its annual meeting, the Board of Directors shall elect the Junior Staff. The Staff shall apportion the work of the Hospital, including that of the out-patient department, among its own members and those of the Junior staff, and may classify such members in such manner and with such designations as it may deem proper.

All vacancies in the Staff shall be filled by the Directors from the present or former members of the Junior Staff, when practicable.

The Staff or the Board of Directors may at any time dismiss any physician belonging to the Junior staff.

Members of the Staff and of the Junior Staff may be first appointed at any time after the adoption of these By-Laws, and shall hold office until the annual meeting, on the third Thursday of January, 1898, or until their successors shall be appointed.

Vacancies in the Staff or Junior Staff may be filled and additional members appointed at any time by the Board of Directors.

CONSULTING STAFF.

ART. 17. The Staff may recommend to the Directors, any physician as a member of the Consulting Staff, and such physician may be appointed in like manner, as a member of the Staff. He shall have all the privileges of the members of the Staff, except that of voting at a meeting thereof.

ART. 18. Any physician in regular standing, approved by the Staff, may visit any patient who desires his services, except in the public wards. The Hospital shall, in no case, be held responsible for the compensation of such physician.

HOUSE OFFICERS.

ART. 19. It shall be the duty of the Staff to appoint, subject to the Directors, three or more resident assistants, who shall be termed Senior, Junior, Third, etc., House Officers.

The House Officers shall be subject to the rules and regulations elsewhere set forth for their conduct, and no House Officer shall be advanced or promoted, except on the recommendation of the Superintendent and the approval of the Staff.

COMMITTEE ON RULES AND APPEALS.

ART. 20. The President of the Board of Directors, the President of the Board of Managers, the President of the Staff, and the chairman and secretary of the Executive Committee, shall constitute a Committee, to whom shall be referred for final decision, all appeals made by persons who state in writing that they think they have a just complaint against the management of the Hospital or any of the departments of the institution.

This committee shall have full power to decide upon all complaints submitted, and its decision shall be final.

Where the meaning of a rule of the Hospital is in doubt, it shall be its duty, on request, to interpret such rule, and its interpretation shall be final.

This committee shall have a chairman and secretary. The latter shall keep the minutes of all meetings, shall receive and file all communications.

Meetings may be called by the chairman, or upon the request of any two members of the Committee.

TRAINING SCHOOL COMMITTEE.

ART. 21. There shall be a committee having the oversight of the Training School for Nurses, subject to the Board of Directors and the Executive Committee thereof, consisting of the members of the Committee on Rules and Appeals, the Superintendent of the Hospital and such other members of the Board of Directors, the Board of Managers or the Staff, as the Committee may from time add to its number.

ART. 22. Members of the Board of Directors who neglect to attend the meetings of the Board for one year, without tendering a reasonable excuse therefor, shall be deemed to have resigned from office, and their places will be filled by the Board at its discretion.

ART. 23. These By-Laws may be amended at any meeting of the Board, ten days' notice in writing, with a general description of the purpose of the proposed amendment, having been given by the Secretary.

BY-LAWS

OF THE

BOARD OF MANAGERS.

ARTICLE 1. The Board of Managers of the Rochester City Hospital shall have the general oversight and control of the domestic arrangements, money receipts and disbursements of the Hospital under authority conferred by Article XIII. of the By-Laws of the Board of Directors.

Any vacancies may be filled at a regular meeting or at any special meeting called for that purpose. Seven members shall constitute a quorum for the transaction of business.

OFFICERS.

ART. 2. The officers of this Board shall consist of a president, two vice-presidents, a treasurer, an assistant treasurer, a recording secretary, and a corresponding secretary. They shall be elected by ballot at the annual meeting and shall hold their offices for one year and until their successors are chosen.

ART. 3. The President shall preside at all meetings of the Board, call special meetings at the request of two or more members, and appoint committees when required. In case of absence or disability, one of the vice-presidents shall perform her duties, in order of their appointment. The President is *ex officio* a member of all standing committees.

ART. 4. The Treasurer shall receive all subscriptions, donations of money, and moneys paid in, except for the Endowment Fund, and shall pay all bills properly vouched for, keep records of the same, and make a monthly report to the Board. She shall also make an annual report to the Directors, such report to be audited by the Auditing Committee of the Directors. She shall also keep and deposit all moneys received in such bank as may be approved by the Directors.

ART. 5. The Recording Secretary shall keep a record of the proceedings of all meetings in a book provided for that purpose, and present the same at the monthly meetings.

ART. 6. The Corresponding Secretary shall attend to the correspondence of the Board in all matters relating to the Hospital business, and give notice of special meetings. She shall also make an annual report to the Board and read the same at the annual meeting of the Rochester Female Charitable Society.

COMMITTEES.

EXECUTIVE COMMITTEE.

ART. 7. An Executive Committee to consist of six members, including the President *ex officio*, shall be elected at each annual meeting, to hold office for one year and until others are elected in their places. This Committee shall possess and exercise all the executive and supervisory powers of the Board of Managers, subject to that Board, and shall make a report of its work at each stated meeting of the Managers. It shall constitute a Committee on Nominations to fill vacancies in membership and among the officers.

ART. 8. The Executive Committee shall visit the Hospital each Monday morning, and at other times when necessary. The Recording Secretary shall attend these meetings and make a report of the proceedings at the regular monthly meeting following.

VISITING COMMITTEE.

ART. 9. Two members of the Board appointed monthly by the President shall constitute the Visiting Committee of the Board of Managers. It shall be the duty of such Committee to visit the Hospital from time to time during the month of their appointment and to report the results of such visits to the Board of Managers at its regular monthly meetings.

COMMITTEE ON WAYS AND MEANS.

ART. 10. The President shall appoint a Committee on Ways and Means at each annual meeting, consisting of such number as she may deem proper, together with the chairman thereof. She shall have the power at any time to add to the number of the Committee and to fill vacancies occurring therein. It shall be the duty of such Committee to devise ways and means for meeting the financial and material necessities of the Hospital.

The President shall have the power, if she deem it advisable, to appoint a Sub-Committee on Entertainments from the members of the Committee on Ways and Means, consisting of such number as she may deem proper. This Committee shall have the management and care of all public entertainments undertaken for the benefit of the Hospital.

COMMITTEE ON THE HOSPITAL REVIEW.

ART. 11. There shall be a Committee on the Hospital Review, consisting of four members of this Board appointed at the annual meeting in each year by the President. It shall be their duty to conduct and publish the monthly periodical issued in the interests of the Hospital.

MEETINGS.

ART. 12. The annual meeting of the Board shall be held on the first Monday in January, in each year, at the Hospital, or at such other place as may be designated, provided, however, that if the first Monday in January shall be a legal holiday, the annual meeting shall be held on the Monday following.

ART. 13. Monthly meetings shall be held at the Hospital on the first Monday after the first Friday in each month, excepting, however, the month of January, when the annual meeting is held. If such Monday is a holiday, the meeting shall be held on the Monday following.

SPECIAL MEETINGS.

ART. 14. Special meetings may be called by the President or on the written request of any three of the Managers. The Secretary shall, in the notice of such special meeting, specify the object of such meeting, and only such business as is so specified can be considered.

ART. 15. The order of exercises for the monthly and annual meetings is:

Reading of Scripture and prayer, by the President.

Reports of Officers.

Reports of Vital Statistics and of Donations.

Reports of Committees.

Report of Hospital Review.

Unfinished business.

New business.

Adjournment.

The above order may be changed in the discretion of the President.

ART. 16. Members of the Board of Managers who neglect to attend the meetings of the Board for six months without tendering a reasonable excuse therefor, shall be deemed to have resigned their offices and their places will be filled by the Board at its discretion.

ART. 17. These By-Laws shall not be changed or enlarged unless notice of such action shall have been given at the previous regular meeting.

RULES.

ADOPTED BY THE BOARD OF DIRECTORS.

SUPERINTENDENT.

I. A Superintendent of the Hospital shall be chosen by the Board of Directors or by the Executive Committee thereof, as such Board may deem advisable.

II. She shall reside at the Hospital, and shall, under the direction of the said Executive Committee, have the control of all the departments thereof, including the Training School for Nurses, of all subordinate officers, employes, and patients, and the charge of the grounds, buildings and appurtenances.

III. She shall have superintendence and oversight of the admission of patients, and shall make necessary arrangements for their board and maintenance.

IV. She shall have control and management of the purchase of all ordinary supplies, instruments, and drugs for the Hospital, subject to the approval of the Board of Managers, and shall keep a record thereof.

V. She shall hire and dismiss all employees. It shall be her duty to discharge, as soon as practicable, all patients who are recommended for such action by a member of the Staff, also any patient who is guilty of gross misconduct; report of such action, however, to be made to the attending physician and to the Board of Managers at their first meeting.

VI. She shall make the necessary entries in the register, and keep a record of all articles given to the Institution, with the date and name of the donor.

VII. She shall send for a religious adviser when one is desired by the patient. She shall notify the friends in case of the dangerous illness or death of the patient, and shall take charge of all money and valuables belonging to the patient, when requested to do so.

VIII. She shall keep a copy of all official correspondence, including notices to relatives or friends of deceased patients.

She shall take from all patients at the time of their admission, the name of some relative or friend to whom notice may be given of dangerous illness or death.

IX. She shall keep a record of all persons temporarily employed in and about the institution, and shall submit it to the Managers of the Hospital.

X. She shall keep an inventory of all movable property in the Hospital, exercise proper care over the same, and make a record of articles purchased and of articles condemned as unserviceable, and of the disposition thereof. Each inventory shall be submitted to the Committee on Inventory, as provided in the By-Laws.

XI. She shall report to the Managers all articles needed, which entail any unusual or extraordinary expenditure, and all necessary repairs.

XII. She shall, subject to the Treasurer of the Board of Managers, supervise all expenditures, examine all bills before their payment, and render an accurate account of receipts and expenditures monthly to both the Chairman of the Executive Committee of the Directors and the Treasurer of the Board of Managers. She shall collect and receive all payments from patients, and cause proper accounts to be kept in books provided for that purpose.

XIII. She shall not be absent at any time without appointing some responsible person to act in her place, and shall not be absent at any time for a period of more than one day, without the consent of the Executive Committee of the Directors, and shall have the power to employ such clerical assistance as she may require, subject to the approval of the Executive Committee of the Directors.

XIV. No instrument, apparatus, or supplies, medical or surgical, of the Hospital, or property of any sort belonging to the Hospital, shall be removed from the premises, without the written consent of the Superintendent.

XV. She shall see that payment in full is made to the Hospital for all damage done wilfully or carelessly to any of its property.

XVI. She shall see that the attendants are properly instructed in regard to their duties in case of an alarm of fire.

XVII. She shall cause a correct record to be kept of persons leaving or entering the Hospital between the hours for closing the doors and 7 A. M.

XVIII. She shall keep, or supervise the keeping of an extra diet book in each ward, in which shall be recorded all orders for extra liquors, medicines, medical supplies, or diet. These

shall be examined daily by the Superintendent and reported in writing to the Staff, as well as to the Board of Managers. She shall determine, subject to the direction of the Board of Managers, what charge, if any, shall be made for such extras. It shall be her duty to keep a record and report to the Staff, respecting the use of drugs, surgical and medical supplies, with such comments as she may deem proper.

XIX. It shall be her duty to make and post such rules as she may deem necessary for the internal management and discipline of the Hospital, subject to the revision thereof by the Board of Directors or its Executive Committee.

HOUSE OFFICERS.

I. Three or more resident assistants to the Medical and Surgical Staff shall be appointed by the Staff, subject to the Board of Directors, for a period not exceeding two years, and shall serve for the full period of their appointment unless sooner removed by the Staff or by the Directors. They shall be termed the Senior, Junior, Third, etc., House Officers, and shall reside in the Hospital and render their professional services gratuitously and exclusively to its inmates under the direction of the attending Medical Officers and the Superintendent.

II. All moneys, directly or indirectly, received at any time by any House Officer for professional services to patients, in or out of the Hospital, shall be immediately handed to the Superintendent.

III. They shall carry out the instructions of the attending Medical Officers of the Hospital with reference to the treatment of patients. They shall accompany such officers and physicians visiting private patients on their said visits as required.

IV. In all other matters, especially those affecting the internal management, order, and discipline of the Hospital, they shall follow the instructions of the Superintendent.

OUT-PATIENT DEPARTMENT.

I. This department shall be known as the Free Out-Patient department of the Rochester City Hospital. It shall be considered a department of the Hospital, and under the charge of the Superintendent.

II. A clinical record shall be kept of each case treated in the Out-Patient department, and a monthly report shall be

made to the Staff of the Hospital and to the Superintendent of the work of the several departments.

III. The Free Out-Patient department of the Hospital is designed solely to give treatment to indigent patients. No charge shall be made to any patient for advice or treatment, except when medicines or surgical appliances are furnished, when a sufficient sum may be collected to cover the cost of such medicines or appliances. All sums so received shall be duly entered and paid over to the Superintendent of the Hospital.

IV. The organization of those members of the Junior Staff assigned by the Staff to the Out-Patient department shall be under the direction of the Staff which may provide for such officers of the Out-Patient department and such methods of communicating with the Staff as it may deem proper.

V. Those members of the Junior Staff who are assigned to the Out-Patient department shall not be permitted to attend patients in the public wards of the Hospital except with the consent of the attending medical officer, or if he is absent and in an emergency case, with that of the Superintendent.

ADMISSION OF PATIENTS.

I. Application for admission of patients should be made to the Superintendent at the Hospital each day of the week, Sunday excepted, between 9 A. M. and 12 M.

II. Whenever able, the patient should apply in person. When not able to appear in person, application may be made by a friend.

III. Persons carried directly to the Hospital from the place of an accident are admitted immediately and at all hours.

IV. No person can be admitted whose case is judged to be incurable, unless temporarily for urgent symptoms which are deemed capable of being relieved.

V. Ward patients who can, personally or through friends, render compensation for their care and treatment, must make arrangements therefor before entering the ward.

VI. The charge for care and treatment in the general wards is seven dollars per week for each patient, which includes medical and surgical attendance, medicine, nursing, and washing.

VII. Beds in private wards, eight dollars per week.

VIII. The charge for the use of the Surgical Pavilion is ten dollars for each operation. A deduction of five dollars will

be made from the charge for each patient occupying a bed in a private ward.

IX. All paying patients are required to pay weekly or monthly in advance or to furnish security for payments.

X. Visitors will be permitted to see ward patients from 2 until 4 o'clock each day, Sunday excepted, and Saturday evenings from 7 until 8, and no patient shall receive more than two visitors in one day. The Superintendent, however, may exercise discretionary power as to excluding or admitting visitors.

XI. All patients not residents of Rochester are required to pay in advance or furnish security.

XII. Cases of contagious diseases are admitted only to the isolated pavilions, and application for their admission must be made to the Superintendent before bringing the patient to the Hospital.

XIII. The Superintendent is required and has full authority to enforce these regulations.

XIV. The above rules are subject to the arrangements made with the city and county for the treatment of patients who are charges on either.

PATIENTS.

I. Patients shall not leave the ward without permission of the Head Nurse. They shall not leave the Hospital grounds without a written pass from one of the House Officers. These passes shall be delivered to the Head Nurse on the return of the patient. Any patient violating this rule may be immediately discharged from the Hospital.

II. They will not visit the wards or rooms occupied by other patients, without permission from the Superintendent.

III. No loud talking, profane or vulgar language, or unnecessary noise or disturbance will be tolerated in the House or grounds.

IV. They must be in or near their beds during the visit of the Attending Physician and Surgeon, and also when the House Officers make their morning and evening visits through the wards.

V. They shall retire at or before 9 P. M. Non-compliance with this rule must be reported by the Nurses.

VI. Ward patients who are able shall assist the Nurses and render such other services in the household as the Superintendent

ent may direct. The Attending Medical Officer will decide as to the fitness of the patients to give the assistance referred to.

VII. All complaints must be made directly to the Nurse in attendance, who will report them to the proper authority.

VIII. Smoking of tobacco is not allowed in the Hospital.

IX. Patients will be discharged only by direction of the Attending Physician and Surgeon, or by the Superintendent in case of gross misconduct.

X. All moneys, jewelry, and other valuables shall be sent to the Superintendent for safe-keeping. The patient's clothing, also, will be kept in an appropriate place. The Hospital cannot undertake to care for the effects of a patient, who has died or left the institution for more than two weeks subsequent to such event. If personal property is not handed to the proper officer for safe-keeping, as stated herein, the Hospital cannot be responsible for any loss or damage.

XI. The Hospital is designed for the reception of acute cases only, or of cases that may be benefited by treatment. Patients who are not so benefited are to be removed whenever the interests of the Hospital require their discharge.

VISITORS.

I. Visitors to wards will be permitted to see patients from 2 to 4 P. M. and on Saturdays from 7 to 8 P. M., if not otherwise ordered by the Superintendent. They will not see patients on Sundays without special permission, and except in cases of extreme necessity.

II. Any articles of diet brought by visitors to patients, must be left in the office, and will be given to the person designated if so permitted by the Attending Physician or Surgeon.

III. Patients may be visited by clergymen of their own selection, when such visits are desired.

GENERAL RULES.

I. Employees, so far as practicable, shall have assigned to them regular duties, but they will be expected to comply with any reasonable request for unusual services.

II. Permission for absence from hours of duty must first be obtained from the Superintendent.

III. No changes or repairs in the buildings or rooms of the Hospital shall be made unless they are first approved by the Executive Committee of the Directors, except in an emergency when immediate action is necessary for the protection of property; in such a case the Executive Committee shall be notified without delay.

IV. Complaints against any person connected with or affecting any part of the management of the Hospital must, unless they are made directly to the Superintendent, in order to receive notice, be formulated in writing, properly signed and addressed to the Secretary of the Committee on Rules and Appeals.

Any person desiring the interpretation of an existing rule shall present his request for such interpretation in writing, properly signed, to the Secretary of the Committee on Rules and Appeals, and the decision of the Committee in respect thereto shall be final.

ADDITIONAL RULES.

The following rules have been made by the Superintendent, and, together with the foregoing, constitute the rules of the Hospital.

HOUSE OFFICERS.

I. The Senior House Officer shall, when called upon by the Superintendent, examine patients who present themselves for admission to the Hospital.

II. He shall accompany any officer sent by the Poormaster to investigate patients in the wards, and shall give information regarding the condition of such patients as the officer may require, but, with this exception, shall allow no one unconnected with the Hospital, unless invited by the attending medical officers, to accompany them into the wards at any time to make an examination of patients.

III. He shall keep a full clinical record of all cases in the Hospital, making such entries as the attending medical officer shall direct. He shall report all births and deaths to the Superintendent.

IV. He shall make a daily morning and evening visit upon each patient, and when it is advisable to notify the relatives or friends of patients who may be seriously ill, or when a patient desires a religious adviser, shall notify the Superintendent.

V. The Hospital shall not at any time be left without the attendance of two of the House Officers.

VI. He shall notify the Superintendent when an autopsy is to be made.

VII. He shall not transfer patients from one place to another without the consent of the Superintendent. He shall see that patients received into the accident room are not transferred to the wards until application has been made to the Superintendent, and admission cards prepared.

VIII. In the performance of the foregoing duties, the Junior and other officers shall render such aid as may be required by the Senior House Officer, and in the absence of the latter will assume his authority in the order of their appointments.

HEAD NURSES.

I. Each Head Nurse shall wear a black velvet band as a badge on her cap.

II. She will be held responsible for the good condition of her ward, including the kitchen, closets and bath-room, and for the cleanliness and serviceable condition of all utensils.

III. She shall report promptly to the proper person everything in the ward requiring attention, and any misbehavior or insubordination of nurses, patients, or employees in her department. She must enforce the rules and discipline of the Hospital, and endeavor to prevent waste and destruction.

IV. She must accompany the medical officers during their visits, be ready to answer all inquiries, and see that all orders are promptly and faithfully executed. She will be responsible for all medicines and treatment, and must see that all necessary supplies are provided for the ward. She will keep an account of all articles sent to the laundry, and see that they are returned in proper condition, and, if not, report the same at once to the Superintendent.

V. Whenever she is obliged to leave the ward, she must put a competent nurse in charge. The nurse so placed temporarily in charge must hold herself responsible for the proper care of the ward, trying to fill, as far as possible, the place of the Head Nurse. A nurse must always be in sight on the ward, so as to give all officers, visitors, and patients prompt and courteous attention.

VI. A correct list must be kept of all clothing belonging to patients, and each article must be distinctly marked with the owner's name. Any money or other valuables must be taken to the Superintendent for safe-keeping, and a list of such articles

kept in the ward. On the death of a patient all articles of value must be removed from the body before it is taken from the ward. The effects are to be inventoried and kept for the patient's legal representatives.

VII. She must see that for each new patient cards of admission are sent from the office endorsed by the Superintendent or her representative. This card, with the record of the pulse, temperature and respiration, must be taken as soon as possible to the House officer in charge of the ward.

VIII. She must see that the meals are properly served, and that each patient receives the diet which has been ordered.

IX. She shall see that the furniture, etc., belonging to any private room, is not taken for use in any other room.

X. She must remember that it is her duty to instruct her assistants in the practical details of nursing. She must teach them to watch symptoms and changes in the patients, arrange for them to accompany her on her rounds with the physicians, and strive to make them useful and efficient nurses. She will be responsible for the punctuality and neat appearance of her nurses, and must neither give nor take extra time off duty without permission from the Superintendent.

NIGHT NURSES.

I. The hours of duty for Night nurses are from 7 P. M. to 7 A. M. During these hours the nurses must not leave the wards, except on business, without permission from the Night Superintendent. They must wear noiseless shoes and must not remove their caps and aprons, or lie down while on duty.

SPECIAL NURSES.

"Graduate Nurses" employed temporarily in the Hospital must observe the rules of the institution in every particular, and shall be directly subordinate to the Superintendent and the heads of the several departments in which they may be employed.

Only such nurses as are satisfactory to the Superintendent shall be allowed to do special nursing in the Hospital.

ASSISTANT SUPERINTENDENT OF THE TRAINING SCHOOL AND NIGHT SUPERINTENDENT.

The Assistant Superintendent of the Training School, Night Superintendent, and Head Nurses shall be appointed and discharged by the Superintendent, subject to the approval of the Managers.

The Assistant Superintendent shall, under the direction of the Superintendent, be held responsible for the nursing of the patients, the cleanliness of the wards and private rooms. She shall report promptly to the Superintendent everything in the wards requiring attention, and any misbehavior on the part of any person in the Hospital. She must enforce the rules and discipline of the Hospital. The omission to do this will be considered evidence of unfitness to occupy the position. She shall attend to the clerical work of the Training School, and give such portion of the didactic instruction as the Superintendent may require. She shall act for the Superintendent in her absence, and perform such other duties as may be from time to time determined.

The above rules shall apply also to the Night Superintendent during her hours of duty.

NURSES.

I. Nurses will be selected by the Superintendent and appointed by the Training-school Committee. Any nurse whose services and conduct are not satisfactory, may be discharged at any time. A diploma will be given only to those nurses who pass a satisfactory examination upon the subjects taught during the course.

II. They will be subject to the Superintendent and to the heads of the several departments in which they may be employed. Prompt observance of the rules and regulations of the Hospital will be required.

III. They must be on duty and leave the wards promptly at the appointed hours, which, for day nurses are : from 7 A. M. to 7 P. M.; for night nurses, from 7 P. M. to 7 A. M. While on duty they must wear broad-toed and flat-heeled boots, and the uniform of the school.

IV. They must be at their meals in season, and must not linger in the dining room after meals. They shall not order

extra food from the kitchen. They shall not take meals in places other than their dining room, without permission from the superintendent of nurses. Breakfast for day nurses is at 6:30 A. M.; for night nurses at 7:15 A. M.; first dinner from 12:00 to 12:30 P. M.; second dinner from 12:30 to 1:00 P. M.; supper for day nurses from 5:00 to 5:45 P. M.; for night nurses from 5:45 to 6:15 P. M.

V. They will retire to their rooms at or before 9:30 P. M. All lights must be extinguished at 10 P. M. No nurse shall be absent from the hospital after 9:30 P. M., without permission from the Superintendent, who shall require explanations of all absences.

VI. When taken off duty on account of illness, they will not leave their rooms or return to their hospital duties without permission from the Superintendent. She will see that they have suitable care and diet, and will select a physician to attend to those who need medical care. They will not consult any other physician, or obtain medicine from the Hospital Pharmacy without her permission.

VII. They are not permitted to receive calls in the wards or during duty hours, from their friends or other nurses. When off duty they will remain out of the wards. They will not visit the kitchens or laundry, except in their performance of their duties. They must not take visitors to their rooms or invite them to meals without permission.

VIII. They must keep their rooms in order and always ready for inspection. One dress and eighteen pieces are allowed in the wash weekly. If more pieces are required, permission must be obtained from the Superintendent.

IX. They will have no relations or communications of any kind with the Physicians, House Officers, patients or any employees of the hospital, except so far as may be necessary in the care of patients or the regular work of the institution.

X. They will make no comments upon the treatment of patients by different physicians. All physicians must be shown equal respect. Any nurse who gives information to a patient or visitor, inside or outside the Hospital, with regard to the histories, diseases or treatment of patients, will subject herself to the penalty of dismissal from the school. All patients must be treated with kindness and courtesy.

XI. They must not be absent from class or lectures without permission.

XII. The resignation of any nurse will not be accepted unless the reason for the same is satisfactory to the Superintendent and Training-school Committee.

THE AMBULANCE SERVICE.

I. The ambulance and ambulance service is under the control and direction of the Superintendent of the Hospital.

II. The Third House Officer shall be considered Ambulance Surgeon, and will be held responsible for the instruments, drugs, and all appliances, (splints, etc.) carried in the ambulance. He must keep an inventory of same and turn them over to his successor, at the termination of his term of service. He shall see that all bottles are kept filled and in good condition, that all appliances, dressings, towels, sponges, bandages, etc., are kept in order, that instruments are properly cleaned and sterilized, and all returned to the ambulance in good condition; also that blankets are in good condition and kept clean, and that the proper blankets are in the ambulance when it is about to answer a call. He shall see that the stretchers are kept clean and in proper condition. He shall also make, in a book provided for the purpose, a full record of all ambulance calls and cases and report the same to the Superintendent. It is the duty of the Ambulance Surgeon to get the patient to the Hospital as speedily as possible, compatible with the safety and comfort of the patient, and with due regard to the nature of the case. Any operations before reaching the Hospital are to be only such as emergency demands.

III. The satchel containing the drugs, instruments, dressings, etc., shall be kept in a convenient place in the Hospital, where it can be quickly obtained by the Surgeon, who will take it with him in the ambulance, when answering a call, and return it to its proper place in the Hospital upon the return of the ambulance.

IV. In case of collision or other accident, occurring to or resulting from the ambulance, the Surgeon will make note of same in his book, and when possible, obtain names of the injured and those witnessing or causing the accident.

V. When a call for the ambulance comes, it must be attended to as speedily as possible. Accident or emergency cases brought to the Hospital must be admitted in regular form, by the Superintendent, before being carried into the ward.

VI. Accident or emergency cases shall be carried free to any Hospital or other institution or residence within the city limits, that the patients or their friends may designate.

VII. Hospital patients will be carried from any point inside the city limits to the Hospital, free of charge, and will be removed from the Hospital to their residences or the railroad station, free of charge.

VIII. In other cases, the only charges for use of the ambulance, inside the city limits, shall be two dollars (\$2) for each call, and in case the ambulance shall convey patients to places outside the city limits, an extra charge of one dollar (\$1) for each mile or fraction of a mile, (charge to be made for one way only) shall be made.

IX. The driver is to care for horse, ambulance, blankets, and all articles except drugs, instruments, and appliances, and report at once to the Superintendent any injury, loss or damage to them. He shall be on hand at all times to answer calls promptly. He shall drive carefully, and all reckless driving or racing with other vehicles is strictly prohibited.

He shall drive to any place or places directed by the Ambulance Surgeon, as quickly as possible, compatible with safety, but must use his own judgment regarding speed of driving.

TRAINING SCHOOL FOR NURSES.

The Managers of the Rochester City Hospital are prepared to give a two-years' course of training to women who wish to become professional nurses. Those who wish to receive this course of instruction must apply to the Superintendent of the Rochester City Hospital.

Applicants for admission to the School must be single women, between twenty-two and thirty-five years of age, possessed of a good education, of perfect health, and unexceptionable moral character. Upon the approval of the Superintendent, candidates will be received for a probationary term of one month. During the month of trial, and previous to being accepted as a pupil in the School, the applicant must be prepared for an examination in reading, penmanship, simple arithmetic, and English dictation. This amount of education is indispensable, but women of superior education and culture, when otherwise qualified, will be preferred to those who do not possess these advantages.

At the end of this month, if their services and examinations have been acceptable, they will be admitted as pupil nurses, after signing an agreement to remain in the School for two years (including the probationary term), subject to its rules and regulations.

After the probation period, pupils are paid ten dollars per month during the first year, and twelve dollars per month during the second year. This is not considered as wages, but the allowance covers the cost of uniforms, text books, and other necessary expenses during the period of training.

The Superintendent has full power to decide as to the fitness of the pupils for the work, and the desirability of retaining or dismissing them. She can also, with the approval of the Training School Committee, sever their connection with the School at any time in case of misconduct or inefficiency, for moral or physical unfitness for the work, or for any reason which may be deemed sufficient.

The hours for Day Nurses are from 7 A. M. to 7 P. M.; for Night Nurses, from 7 P. M. to 7 A. M. No Nurse is required to do both day duty and night duty on the same day, except in rare emergencies. Each Nurse on day duty is allowed one hour for rest and recreation daily, one afternoon during the week, and

three hours on Sunday. A vacation of two weeks is allowed each year. The Nurses are required to wear the uniform at all times when on duty.

Accepted candidates, when coming to the Hospital, must bring with them the following articles, for use during the probationary term : three cotton dresses, with plain waist and full skirt, six or more aprons of white cotton sheeting two yards and a quarter wide and nearly as long as the dress-skirt, *broad-toed and flat-heeled boots*, a good supply of plain underclothing, and two bags for soiled clothes. The owner's full name must be indelibly marked on each article. During the two years, board, lodging, and washing are furnished without charge. In illness all pupils are cared for gratuitously, but time so lost must be made up at the end of the term.

COURSE OF TRAINING.

The instructions include :

1. The care of sick rooms and wards ; the principles of ventilation, and the best practical method of supplying fresh air and warming and ventilating sick rooms.

2. Bed-making, changing bed and body-linen with patient in bed ; keeping patient warm or cool ; giving baths ; management of helpless patients ; prevention and treatment of bed-sores.

3. The application and dressing of blisters ; care of burns, sores, wounds ; the preparation and application of fomentations, poultices, cups, and leeches.

4. The lining of splints ; the making and application of straps, bandages, rollers, tampons, and dossils.

5. The administration of enemata, douches ; the use of the catheter.

6. The care of patients before, during, and after confinement ; the nursing of sick children ; massage and Swedish movements, and the best method of applying friction to the body and extremities.

7. The care of the eye when diseased and after operations ; the names and uses of surgical instruments ; the care of patients before, during, and after operations ; the prevention and control of hemorrhage ; artificial respiration ; the care of the dead.

8. The various modes of feeding patients ; the preparation and serving of food for the sick ; the treatment of convalecents ; the care of infectious cases ; disinfection and contagion.

Pupils are taught to make accurate observations and reports to the physician, of the state of the secretions, expectoration, skin, temperature, pulse, respiration, sleep, mental condition, character of eruptions, condition of wounds, state of the appetite, effects of diet, medicine, and stimulants.

Nurses are detailed for district nursing among the poor, for a period of one month, during the second year. The instruction is given by the Superintendent of Nurses, Staff Officers, and Head Nurses. Lectures, demonstrations, and examinations, by members of the Hospital Staff, take place from time to time.

When the full term of two years is satisfactorily completed, each Nurse, after final examinations, shall receive at the next Commencement exercises a diploma certifying to her ability and knowledge of nursing. The Commencement exercises of the Training School are held in the spring of each year.

QUESTIONS TO BE ANSWERED BY CANDIDATE.

We ask you to write a personal letter giving answers to the following questions :

1. Give your name in full and present address.
2. Give the date and place of your birth; your height and weight.
3. Are you single, widowed, or divorced? If widowed or divorced, state whether you have, or have had, any children. If so, how are they provided for?
4. Are you free from domestic responsibility, so that you are not liable to be called away?
5. Are your sight and hearing perfect? Have you any physical defects?
6. Are you perfectly strong and well? And have you always been so?
7. In what school or schools were you educated? When did you leave school, and what have been your occupations since?
8. Have you ever been a nurse in any hospital or asylum, and have you applied elsewhere?
9. What are your reasons and motives for desiring the education of a nurse?
10. Do you fear any disease to the care of which you might be assigned?
11. Are you a member of, or regular attendant at any church? And if so, of what denomination?
12. Give the names and addresses of two persons for reference as to your character, and state how long each has known you. If previously employed, one of these must be the last employer.
13. Have you read and do you clearly understand this paper?

LECTURES TO THE TRAINING SCHOOL FOR NURSES.

The following is the revised list of subjects for the year 1896-7 :

JUNIOR CLASS LECTURES.

1896.

Sept. 1, 8—Four Lectures. By DR. ROSE.

15, 22—Anatomy. The cell. Formation of living tissue. The Skeleton. Growth and repair of bones. Muscles. Their use, origin, and insertion. The soft tissues. Blood.

29—Three Lectures. By DR. YOUNG.

Oct. 6, 13—Bacteriology. Outlines of theory. Disease-producing germs, and conditions favorable to their development. Germs necessary for health. Nature's protection. Disinfection.

20, 27—Six Lectures. By DR. ELY.

Nov. 3, 10, 17, 24—Dust. Its dangers. Importance of absolute cleanliness in hospital wards. Ventilation. Water. Keeping of bedside records. What to observe and how to record. Importance of accuracy and promptness in all schemes of treatment. Bed-sores. Cause, prevention, treatment. Baths. Enemata. Douches. Use of catheter. Fomentations. Weights, measures, and administration of medicine. Signs of death. Care of the dead. Autopsies.

Dec. 1, 8—Two Lectures. By DR. HASTINGS.

Organs of respiration. Pulse, temperature, and respiration. Heat, how produced and equalized. Chill.

15, 22—Two Lectures. By DR. DURAND.

Anatomy and functions of organs of digestion. Physiology of food. Food preservation. Feeding of helpless patients.

1897.

Jan. 5, 12—Two Lectures. By DR. KEMPE.

Organs of elimination. Skin, lungs, bowels, kidneys. Urinalysis.

19, 26—Four Lectures. By DR. S. W. LITTLE.

Feb. 2, 9—Surgery. Asepsis, antisepsis. Operating-room, instruments, ligatures. Preparation of patient for operation. Cleansing of hands. Nurse's place in surgical technique. After-care of patient. Dressings. Surgical emergencies. Traumatic fever. Delirium.

Feb. 16, 23—Two Lectures. By DR. MULLIGAN.

Anæsthetics. Ether, chloroform, cocaine. How to administer. Amount to give. Depressing influences, with remedies. Ether, its inflammability. Chloroform, its irritability. Protection of eyes, lips, etc. Position of tongue.

March 2, 9—Two Lectures. By DR. HUBER.

Typhoid fever. Typhoid hemorrhage. Special nursing. Bath treatment.

16, 23—Two Lectures. By DR. COOK.

Nervous system.

30—One Lecture. By DR. YOUNG.

Work of the district nurse. Homes of the poor. Service of the out-patient department.

April 6, 13, 20, 27—Four lessons in bandaging. By DR. DURAND.

May 4, 11, 18, 25—Four Lectures. By DR. D. LITTLE.

SENIOR CLASS LECTURES.

1896,

Sept. 4, 11, 18, 25—Four Lectures. By DR. SOBLE.

Diseases of organs of the thoracic cavity, acute and chronic. Pneumonia, pleurisy, phthisis, bronchitis, etc. Various forms of heart-disease. Medical hemorrhage. Medical emergencies.

Oct. 2, 9, 16—Three Lectures. By DR. HENCKELL.

Wounds and their methods of healing. Slough, inflammation, gangrene, erysipelas, septicæmia, pyæmia, burns, scalds, frost-bites, bites of animals. Fractures, dislocations, sprains. Surgical hemorrhage.

23, 30—Two Lectures. By DR. WILLIAMS.

Gynecology.

Nov. 6, 13, 20—Three Lectures. By DR. HOWARD.

Diseases of the brain. Various forms of insanity, with special nursing.

27—Three Lectures. By DR. RIDER.

Dec. 4, 11—Eye and ear.

Dec. 18, 24—Two Lectures. By DR. BECKER.

Poisons.

1897.

Jan. 8, 15—Two Lectures. By DR. ROSEBOOM.

Care of the hair and skin. Parasitic diseases.

22, 29—Four Lectures. By DR. WEIGEL.

Feb. 5, 12—Management of orthopedic cases. Plaster bandages. Apparatus. Electricity.

19, 26—Two Lectures. By DR. MANDEVILLE.

Diseases of the throat and nose. Tracheotomy. Intubation.

Mar. 5, 12, 19, 26—Four Lectures. By DR. ANGELL.

Nervous diseases. The rest-cure. Food. Quiet. Moral influences. Special qualifications of the nurse. Massage.

April 2, 19—Two Lectures. By DR. WHITEBECK.

Surgical affections of abdominal organs. Treatment. Operations. Transfusion of blood. Normal salt solution, its uses.

16, 23, 30—Three Lectures. By DR. STODDARD.

Materia medica. Venereal diseases.

May 7, 14, 21, 28—Six Lectures. By DR. DEWEY.

June 4, 11—Obstetrics. Care of infants. Diseases of childhood. The exanthemata. Duties of nurse to family.

GRADUATES OF THE TRAINING SCHOOL FOR NURSES.

1883.

L. A. MARKHAM, M. E. CAMPBELL, E. DICKINSON, M. E. DYSON.

1884.

C. E. SHERMAN, S. TYTLER, S. H. PERRY, A. J. SHERMAN,
K. A. HATHAWAY, A. J. CONROY, F. A. OSTRANDER, F. A. MITCHELL,
M. B. BULLARD.

1885.

C. MUELLER, D. M. HULL, M. R. THORNE, M. L. FOULDS,
F. E. THORNE, E. L. SPENCER.

1886.

N. A. LEWIS, E. DABELLE, E. H. CASSON, E. A. TAYLOR,
E. J. HOLLISTER, L. L. JACOKES, L. M. MITCHELL, J. M. CORBY,
E. C. SANFORD.

1887.

C. J. CAPWELL, C. H. WORCESTER, A. F. FRINK, A. L. GREENWOOD,
H. T. JONES, E. R. JONES, E. L. COLE, C. M. AYERS.

1888.

M. M. LANGFORD, A. M. HYATT, E. MCELROY, H. L. NEWCOMB,
R. A. SERCOMBE, E. M. READ, S. E. HYATT, A. S. LULL,
E. S. MOYLE.

1889.

S. L. LAIRD, J. J. CUNNINGHAM, E. A. KIMBALL, C. NORRIS,
E. M. HILL, J. H. AGNEW, G. BURROUGHS.

1890.

K. E. JONES, R. A. SWAIM, M. E. MAY, P. E. BUSH,
H. L. HOOD, J. C. HOOD, M. E. EVERSHED, I. E. NISBET,
L. A. GARDINER.

1891.

C. C. SWEET, M. B. SCANLAN, E. POWERS, E. B. SPEAR,
S. E. JAQUISH, M. HUFF, L. BAYNE, F. E. WOOD,
H. MCEVERS, E. N. FORMAN, A. BIGFORD, A. E. DEAN,
A. J. ROSENBERG, C. H. LOUNSBURY, E. A. SEYMOUR, D. BLOECKER.

1892.

B. M. A. SINCLAIR, WINIFRED DAVIS, J. M. SCOTT, J. L. FREDENBURG,
M. C. McLAREN, MARY MORTON, EMILIE HARGITT, MARIE STOBEE,
A. L. MACGACHEN, M. V. HAM, F. A. GRAHAM, N. B. COWLES,
CLARIBEL EGBERT, A. WELSTEAD.

1893.

K. JOHNSON, E. M. KELLY, M. J. DOYLE, E. M. HARGITT,
M. L. McMAHON, MINNIE MAXON, BELLE WAGGONER, M. A. CASTLE,
A. L. DICKINSON, J. O. BISHOP, L. E. LANGSTAFF, J. M. DONNELLY,
H. M. FARLEY, N. M. HEALY, C. T. WOODLEY, M. M. I. CARTWRIGHT.

1894.

FRANCES KELLY,	EVA J. GATES,	E. E. ELLIOTT,	M. T. DUNCAN,
F. L. SMITH,	IDA A. LYNCH,	M. P. WRIGHT,	M. A. BLATCHLEY,
M. G. POLLOCK,	C. B. WILLIAMS,	M. E. ROSS,	M. J. JAMESON,
M. A. SHOWERS.			

1895.

MAGGIE McLAREN,	E. A. HENTIG,	F. MELDRUM,	AMY S. HUBBARD,
M. M. MATTHEWS,	L. M. GOODELL,	LILY HUTCHINSON.	

1896.

L. M. BOVAIRD,	M. E. WIGGINS,	C. A. BATES,	IDA PERRY,
C. M. HUGHES,	C. J. DEVEREAUX,	A. LOCKRIDGE,	JOSIE DICKSON,
R. M. STAFFORD,	M. L. HUDGINS,	HELEN BURKE,	M. L. CARTER,
J. M. WILSON,	E. V. CONNOR,	W. E. LEWIS,	MYRTIE MACE,
M. R. DOYLE,	MARY C. TOWER.		

ENDOWMENT OF BEDS.

The cost of endowing beds in the Hospital, either in perpetuity, or for a limited time, is as follows :

Perpetual Bed in General Ward.....	\$5000
“ “ “ Children's Pavilion.....	3000
Bed in General Ward for 33 years.....	3000
“ “ “ 1 year	300
“ Private “ 1 year	300

FORM OF BEQUEST.

I give and bequeath to The Rochester City Hospital of Rochester, N. Y., the sum of.....Dollars.

NOTE.—If a testator desires money to be applied to any special use in the Hospital, that fact should be stated in the will.

To meet the wishes of those persons who desire to give money to the Endowment Fund of the Hospital during their lives, but are unable to forego the income derived from such money, the following action has been taken by the Board of Directors :

It is provided that the Board of Directors may receive sums of money as additions to the Endowment Fund, under agreement with the donors that the money so given shall belong to the Hospital, but shall be invested and kept invested, and the income derived therefrom shall be paid annually to the donor, during his or her life.

ENDOWED BEDS IN THE ROCHESTER CITY HOSPITAL.

In Perpetuity.		For a Term of 33 Years.		Annually.	
1860	Rochester Female Charitable Society.	1886	ANDREW M. SEMPLE, By His Sister, CHRISTINA SEMPLE.	1889	ALFRED WRIGHT.
1865	Rochester Fire Department.				
1880	ERICKSON, by MRS. WM. S. NICHOLS and MRS. GILMAN H. PERKINS.				
1883	JOHN GREENWOOD, by JOHN GREENWOOD.				
1885	GEORGE J. WHITNEY, By His Wife, JULIA WHITNEY.				
1894	SAMUEL GEO. ANDREWS, By His Wife, LOIS A. ANDREWS.				

CHILDREN'S PAVILION.

1886	CHILDREN'S COT, by CHILDREN AND THEIR FRIENDS.			1888	In Memory of FREEMAN CLARKE WEBB, by MRS. FREEMAN CLARKE.
1888	HIRAM SIBLEY, JR., In Memory of MARGARET H. SIBLEY, and HIRAM SIBLEY, JR., by MR. AND MRS. H. W. SIBLEY.			1889	ALFRED WRIGHT.
1889	LOIS E. WHITNEY, by A Few of Her Friends.			1891	THE SCHOLAR'S BED, by the Public School Children.
1892	In Memory of FREEMAN CLARKE WEBB, by MRS. FREEMAN CLARKE.			1892	CAROLINE BED by the Properly Bent Twig.
1892	In Memory of JEANNIE LASELL BACKUS.			1891	In Memory of ANNA MAGEE BOISSEVAIN.
1893	In Memory of ANTONETTE PERKINS.				

THE HOSPITAL REVIEW.

The Hospital does not issue an annual report in pamphlet form. The information ordinarily contained in such a report, and other interesting data, are to be found in the *Hospital Review*, which is published each month by the institution.

PERPETUAL FREE BED.

The following Bond is given to those who endow Perpetual Free Beds in the Hospital:

Know all Men by these Presents: That the ROCHESTER CITY HOSPITAL, in the State of New York, for and in consideration of the sum of _____ contributed to the funds of said Hospital by _____

DOES HEREBY GRANT TO _____ and to _____ heirs, or such person as they shall agree upon, in perpetuity, the right to nominate patients from time to time to use and occupy one Bed, to be known forever as the _____

_____ Free Bed (in a ward or room), of said Hospital, *free of charge*; said patients to be proper subjects for treatment, according to the current rules and regulations of said Hospital, and to be at all times subject to such rules and regulations.

In Witness Whereof, the said Hospital has caused its corporate seal to be hereto affixed and these presents to be subscribed by its President and Secretary the _____ day of _____ one thousand eight hundred and _____

President.

Secretary.

NOTE.—A similar Bond is given to those who endow Beds for a limited time.



